

Elkins Road Public Service District  
Board of Directors' Special Meeting  
April 14, 2026

A special meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, April 14, 2026.

Chair, Carey Wagner, called the meeting to order at 5:00 p.m.

Members Present were: Chair-Carey Wagner, Secretary-David Burr and Board Member-Wendell Grose

Staff Present were: Office Manager-Linzy Wilson

**BILLING CLERK POSITION**

David Burr made a motion to enter into Executive Session under **WV Code 6-9A-4** at 4:46p.m. Wendell Grose seconded. David Burr made a motion to come out of Executive Session at 6:45p.m. No decisions were made during executive session. Interviews for the Billing Clerk position were held. The Board of Directors agreed to have the Office Manager call the work references of Billing Clerk applicants interviewed. A verbal meeting was held between the Board and Office Manager on Thursday April 16, 2026 in order to select and hire a new Billing Clerk.


There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 6:46 p.m.


The next regular monthly meeting will be held on Tuesday, May 5, 2026 at 5:00 p.m.


Respectfully submitted:

ERPSD Board of Directors Secretary, David Burr//LW

Approved By:

  
Board Chair/Treasurer  
Carey Wagner

  
Secretary  
David Burr

  
Board Member  
Wendell Grose

# ELKINS ROAD PUBLIC SERVICE DISTRICT

## Agenda

<b>Meeting</b>	<i>Special Meeting</i>	<b>Start Time</b>	<i>5:00 PM</i>
<b>Date</b>	<i>Tuesday, April 14, 2026</i>	<b>Place</b>	<i>Elkins Road PSD 133 Fallen Rd</i>

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Meeting Called to Order by Chairperson 5:00PM  
Introductions - Carey Wagner, Chair; David Burr, Secretary; Wendell Grose, Board Member  
Office Staff - Office Manager, Linzy Wilson  
Recognize Current Customers

### ITEMS FOR DISCUSSION

<b>New Hire for Billing Clerk Position</b>	<b>Vote</b>
Hold interviews and select a candidate for the new Billing Clerk position.	

<b>Adjournment</b>	<b>Vote</b>
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***Anyone wishing to address the Board that is not on the agenda will be addressed at the end of the meeting or as time permits in between other items on agenda. Please ask to be added so we can be sure to address you. Thank you for your patience!!!! ☺***

*Rough Draft Prepared by Office Manager April 9, 2026*

*Prepared by Board Chair and Office Manager April 9, 2026*

*Posted and Available to the Public on Friday, April 10, 2026*

